



**THE COMMONWEALTH OF MASSACHUSETTS
COMMISSION ON THE STATUS OF WOMEN**



Expectations of Commissioners

Commission Member Scope of Responsibilities

Enabled by legislation (MA G.L. Chapter 3: Section 66.), the Commission is charged with studying, reviewing and reporting on the status of women in the Commonwealth, collecting and sharing information on issues pertaining to women with governmental and nongovernmental actors, promoting collaboration among women’s commissions and among other women’s organizations, serving as a liaison between government and private interest groups, identifying and recommending qualified women for appointed offices, and advising on the impact of proposed legislation on women.

This work is made possible by the active engagement of the Commission members. As such, each Commissioner is responsible for committing their time and energy to the Commission’s mission to provide a permanent and effective voice for women and girls, drawing on the unique skill set and perspective they bring to the table.

Expectations for commissioner involvement, time commitment, and terms of service

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| <p>Provide governance</p> <ul style="list-style-type: none"> – Set a work plan for each fiscal year to guide the Commission’s goals and commitments – Elect officers to serve and lead the Commission – Appoint committees, taskforces, or councils to provide more focused attention to specialized areas of concern – Enact and amend bylaws and policies to facilitate the effective functioning of the Commission | <p>Represent the Commission</p> <ul style="list-style-type: none"> – Understand the Commission’s mission and advocate for those issues that advance this mission – Share the work and impact of the Commission with the community – Participate in the Speakers Bureau (optional) <ul style="list-style-type: none"> – Provide information on the work of the Commission and the resources available to women – Engage with the community to build strong support and partnerships for the Commission |
| <p>Support major MCSW events and partnerships</p> <ul style="list-style-type: none"> – Commonwealth Heroine Celebration (all-day event in June) <ul style="list-style-type: none"> – Recognize the contributions of incredible women who have made critical differences in their communities – Advocacy Day (all-day biennial event in May) <ul style="list-style-type: none"> – Join other Commissioners and volunteers to advocate for the Commission’s priority legislation at the State House – Public Hearings (Evening events in fall, winter, spring) <ul style="list-style-type: none"> – Hear from individuals and organizations across the Commonwealth about the issues facing women and girls from different regions and life experiences – Girls Empowerment Leadership Initiative (GELI) Program (annual event in April) <ul style="list-style-type: none"> – Opportunity to hear from young women of the commonwealth ages 14-22. | <p>Participate in committee work (at least one)</p> <p>- Program & Planning Committee</p> <ul style="list-style-type: none"> – Facilitates outreach efforts and public interaction with constituents – Coordinates the MCSW’s events and programs – Review and recommend appointments to Regional Commissions – Collaborate with partners <p>- Legislative & Public Policy Committee</p> <ul style="list-style-type: none"> – Gathers information on issues affecting women and girls – Reviews legislation for MCSW endorsement – Tracks endorsed legislation – Develops productive working relationships with legislators and coalitions. <p>- Finance Committee</p> <ul style="list-style-type: none"> – Monitors and reviews MCSW Budget and spending – Review and approves Regional Grant Allocations. – Responsible for keeping internal control policies and procedures up to date. |
| <p>Meeting attendance</p> <ul style="list-style-type: none"> - Attend the monthly full commission meetings (10 per year, typically held on the third Thursday during the months of September - June) - Attend all-day annual planning session in June | <p>Terms</p> <ul style="list-style-type: none"> - Terms of service are three years in length or until a successor is appointed - If predecessor leaves the Commission mid-term, the new appointee will serve only for the remainder of the |

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| <ul style="list-style-type: none"> - Stay informed and up to date by reviewing all minutes and reports - Foster a collaborative environment conducive to effectively carrying out the important work of the Commission | predecessor's term |
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Examples of impact

- Partner with the Massachusetts State Treasurer and community colleges to host salary negotiation workshops.
- Drafted legislation to require effective sexual harassment training.
- Broadly advocate for legislation in many areas including campaign funds for childcare; increasing the number of women on public boards and commissions; Medicaid coverage for doulas; ending child marriage; providing free menstrual products in prisons, homeless shelters and middle schools and high schools.
- Host public hearings across the state each year that are open to anyone who wishes to testify, where the MCSW partners with the regional commissions to invite the public, elected officials, and organizations that focus on issues that affect women to offer remarks.
- Support the network of eleven regional women's commissions across the state with 103 regional commissioners whom are appointed by the MCSW. Examples of impact in the regions:
 - The Hampshire/Franklin CSW compiled a resource guide to collect resources for women and girls in their counties.
 - To increase access, the Plymouth County CSW made available childcare and transportation to its public hearing.
 - Hampden County and Worcester County CSWs hosted legislative breakfast to facilitate discourse on community needs and public policy.
 - MetroWest CSW has hosted young women of their region through their Athena Council.
- Welcomed more than 250 partners and supporters to the State House for an advocacy day to receive information from the MCSW, the regional commissions, and elected officials and to organize to advocate for priority legislation.

Commissioners participating in ALL of the above meetings, hearings, regional councils and events will find themselves committing at least 150 hours/year and an average of about 10-15 hours/month. Potential commissioners are encouraged to contact a MCSW representative (617-626-6520 or mcsw@mass.gov) for additional information.